



USAID | NEPAL

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SOLICITATION NUMBER	SOL-367-16-000003
ISSUING DATE	March 23, 2016
CLOSING DATE	April 8, 2016- 5:00 P.M Kathmandu Time.
POSITION TITLE	Supply Chain Management (SCM) Specialist
NUMBER OF POSITION(S)	One
MARKET VALUE	GS-13 (\$73,846 - \$95,998)
ORGANIZATIONAL LOCATION OF POSITION	Kathmandu, Nepal
DIRECT SUPERVISOR	Deputy Director for Health, USAID/Nepal Health and Education Office (HEO)
SUPERVISORY CONTROL	Minimal. After an initial period, the incumbent is expected to act independently with minimal day-to-day direction.
PERIOD OF PERFORMANCE	Six months beginning, o/a June 2016 and ending December 2016.
SECURITY ACCESS	U.S. citizens, U.S Resident Alien and Third Country Nationals with ability to obtain security clearance at the facility access level.
AREA OF CONSIDERATION	U.S citizens, U.S Resident Alien and Third Country Nationals Only.

POSITION DESCRIPTION: SUPPLY CHAIN MANAGEMENT SPECIALIST

1. Introduction and Background

The United States Agency for International Development (USAID) in Nepal seeks to establish a sustainable supply chain system to ensure commodity security in Nepal. In 2015, the Ministry of Health (MoH) developed the Nepal Health Sector Strategy (NHSS) which guides all activities in the health sector in Nepal from 2015-2020. One of the national goals in the NHSS is to improve the efficiency, economy and transparency of procurement and the supply chain of essential medicines and equipment. The Logistics Management Division (LMD) is the division under the Department of Health Services (DoHS) to implement to procure, store and distribute essential public health commodities and equipment for the Government of Nepal's (GoN's) health facilities. The LMD is also responsible for the repair and maintenance of bio-medical equipment, medical instruments and transportation vehicles. Nationally, LMD oversees a network of two central stores, five regional medical stores (RMS), 75 district level stores (DPHO) and over 4,000 health facilities, which include 207 primary health care posts (PHCs) and health posts (HPs) that serve diverse communities across Nepal's hilly, Terai and mountainous zones.

Nepal's public health supply chain is suffering from a number of challenges, from frequent staff turnover at all levels to a particularly difficult geography. These issues have been aggravated by a number of natural and policy related challenges, including: the devastating earthquakes of April/May 2015 leading to reallocation of regularly programmed funds to relief efforts, blockages at the border of India resulting in fuel shortages, and ongoing lapses in central level procurement of medicines as well as staff shortages and task shifting. In this context, facility stockout rates at the end of 2015 have swelled from an average of around 20-25% to 50%.

In light of the wide range of perceived gaps and the large number of actors and programs that have been and are currently involved in addressing these gaps, USAID seeks to recruit an experienced Supply Chain Advisor, in the form of a United States Personal Services Contractor (USPSC) or Third Country National (TCN), to 1) provide subject matter expertise in supply chain management and 2) mentor a new Supply Chain Management Foreign Service National (FSN) to bring him or her up to speed quickly in best practices in this arena.

2. Objectives:

This position will provide technical leadership on supply chain management for the Health and Education Office. The incumbent will

assist with the management of ongoing commodity procurement awards, as well as mentor Health and Education office staff on health logistics. He/she will help with the start-up of the new health commodity procurement and supply chain management award. The incumbent will provide ongoing technical support to the Ministry of Health on matters pertaining to commodity procurement and supply chain management. His/her work will contribute to USAID's efforts to establish a sustainable supply chain to ensure commodity security in Nepal.

3. Major Duties and Responsibilities

Major Duty/Responsibility	Estimated Percentage of Time Required
Assist with the management of USAID's supply chain procurement and supply management portfolio	40%
Mentor new Supply Chain Management FSN on best practices in health logistics and procurement	40%
Provision of technical assistance and leadership on supply chain procurement and supplies management to the Government of Nepal	20%

Task Areas:

- Mentor new FSN-11 Supply Chain Management Advisor on international best practices in health logistics;
- Assist with the management of various ongoing awards, including the \$2.2 million Health for Life Logistics Contract and the estimated \$1 million annual buy-in to the Central Contraceptive Procurement activity (Washington mechanism via field support);
- Provide subject matter expertise to senior Health and Education Office leadership in the area of supply chain and logistics;
- Support the start-up and roll-out of the new Global Health Supply Chain-Procurement and Supplies Management (GHSC-PSM) award in country;
- Provide technical guidance to the Supply Chain and Logistics Donor working group;
- Liaise with senior Government of Nepal officials at the Ministry of Health, including the Logistics Management Division and Department of Health Services, to provide subject matter expertise in the area of supply chain and procurement.

4. Performance Period:

The assignment will begin o/a June 1, 2016 and end o/a December 1, 2016.

5. Reporting Relationships

The USPSC/TCN will report to the USAID/Nepal Health and Education Office Deputy Director for Health. Other appropriate USAID/Nepal Health and Education staff will provide guidance as necessary.

6. Contract Type and Payment Schedule

USAID/Nepal will offer a Personal Services Contract for a USPSC or TCN. The position has been classified at the GS-13 level. Step will be determined based on documented salary history. Salary, FICA and Medicare will be provided. Per diem (lodging and M&IE) will be provided through a separate Travel Authorization.

As a matter of policy and as appropriate, a USPSC is normally authorized the following benefits and allowances:

1. Benefits

- a. Employee's FICA Contribution
- b. Contribution toward Health & Life Insurance
- c. Pay Comparability Adjustment
- d. Eligibility for Worker's Compensation
- e. Annual & Sick Leave
- f. Access to Embassy medical facilities, commissary and pouch mail service

2. Allowances (as applicable)

- a. Temporary Lodging Allowance (Section 120)
- b. Living Quarters Allowance (Section 130)
- c. Post Allowance (Section 220)
- d. Supplemental Post Allowance (Section 230)
- e. Post Differential (Chapter 500)
- f. Payments during Evacuation Authorized Departure (Section 600)
- g. Danger Pay (Section 650)
- h. Educational Allowance (Section 270)
- i. Separate Maintenance Allowance (Section 260)
- j. Educational Travel (Section 280)

USPSCs are not exempt from payment of Federal Income Tax.

7. Required Qualifications for the SCM Specialist:

A. Education: Master's degree in public health, business administration, or logistics or equivalent degree required.

B. Experience:

1. At least 5 years of experience related to supply chain management, health commodity procurement, local capacity building, and logistics management information systems.
2. Expertise in evaluating/assessing systems related to health commodity forecasting and procurement, supply chains and logistics, and logistics management information preferable.
3. Experience in planning and programming with host country organizations, country governments and international donors.
4. Documented ability to work in interdisciplinary and/or multicultural team environments.
5. Fluency in spoken and written English.
6. Strong interpersonal skills and ability to work independently on a high-performing team.
7. Experience working in Nepal or other South Asian countries is highly desirable.

C. Knowledge:

1. Advanced knowledge of supply chain programming.
2. Advanced knowledge of supply chain planning processes.
3. Knowledge of supply chain programs monitoring and evaluation processes.
4. Advanced knowledge of supply chain project design and implementation.

D. Other Requirements

- Ability to start work in Kathmandu on or after June 2016.

8. Selection Criteria

The successful applicant will be selected through a review of the resume provided.

The following criteria will be used to evaluate the applications:

30%) Demonstrated advanced knowledge of supply chain management in the international context.

(30%) - Demonstrated experience in supply chain management, local capacity building, and experience evaluating/assessing systems for: health commodity forecasting and procurement, supply chains and logistics, and logistics management information, preferably in South and Southeast Asian countries.

(30%) - Demonstrated advanced knowledge in new supply chain project design and implementation procedures.

(10%) - Demonstrated experience collaborating with host country organizations, country governments and international donors.

9. Application Submission Instructions

Send your application by e-mail to: usaidnepalhr@usaid.gov

The application must include following:

1. Resume
2. Form AID 302-3
3. Names and contact details for three references.

Hard copies may be sent to the following address:

Executive Officer USAID/Nepal
U.S. Embassy
G.P.O. Box 295 Maharajgunj Kathmandu,
Nepal